



Linda S. Adams
Secretary for
Environmental Protection

California Regional Water Quality Control Board Colorado River Basin Region

73-720 Fred Waring Drive, Suite 100, Palm Desert, California 92260
(760) 346-7491 • Fax (760) 341-6820
<http://www.waterboards.ca.gov/coloradoriver>



Arnold Schwarzenegger
Governor

December 11, 2008

To: Attached Mailing List

MANDATORY REPORTING REQUIREMENTS FOR WASTEWATER TREATMENT PLANT SPILLS PURSUANT TO CALIFORNIA WATER CODE (CWC) SECTION 13267 and 13383

Consistent with State Water Resources Control Board Order No. WQ 2008-0002-EXEC, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, effective immediately all publicly owned treatment plants are required to report all spills and other unauthorized discharges to the Regional Water Quality Control Board (Regional Water Board).

Pursuant to CWC Section 13267 and 13383, your Monitoring and Reporting Program is amended to require that you comply with the following reporting procedures, which are also available on our Regional Water Board website:

- Immediately report a spill or unauthorized discharge in accordance with the Spill Reporting Procedures described in Enclosure 1 of this letter,
- Post the Spill Reporting Fact Sheet provided in Enclosure 2 of this letter at your facility, and
- Complete and submit the Spill Reporting Certification Form provided in Enclosure 3 of this letter to the Regional Water Board office by **January 30, 2009**.

The required reporting requirements described herein are in addition to other requirements in your existing National Pollutant Discharge Elimination System (NPDES) Permit and/or Waste Discharge Requirements. Any person affected by this action of the Regional Water Board, made pursuant to CWC Section 13267 and 13383, may petition the State Water Resources Control Board (State Water Board) to review the action in accordance with CWC Section 13220 and Title 23 of the California Code of Regulations, Section 2050. The petition must be received by the State Water Board, Office of Chief Counsel, P.O. Box 100, Sacramento, CA 95812, within 30 days of the date of this letter. Copies of the law and regulations applicable to filing petitions will be provided upon request.

If you have any questions regarding compliance with this mandatory requirement, please contact Mr. Doug Wylie at (760) 346-6585 or dwylie@waterboards.ca.gov

Robert E. Perdue
Executive Officer

Enclosures as stated





Linda S. Adams
*Secretary for
Environmental Protection*

California Regional Water Quality Control Board Colorado River Basin Region

73-720 Fred Waring Drive, Suite 100, Palm Desert, California 92260
(760) 346-7491 • Fax (760) 341-6820
<http://www.waterboards.ca.gov/coloradoriver>



Arnold Schwarzenegger
Governor

SPILL REPORTING PROCEDURES

MANDATORY PROCEDURES AND REQUIREMENTS FOR ADDRESSING SPILLS AND OTHER UNAUTHORIZED DISCHARGES FROM MUNICIPAL WASTEWATER TREATMENT PLANTS

To protect the public and the environment, pursuant to California Water Code (CWC) Section 13267 and 13383, the Colorado River Basin Regional Water Quality Control Board (Regional Water Board) has established mandatory procedures for handling spills from publicly owned wastewater treatment works (POTWs). These procedures are in addition to existing requirements of your National Pollutant Discharge Elimination System (NPDES) Permit and/or Waste Discharge Requirements, and do not preclude any emergency notification requirements mandated by other regulatory agencies or Federal/State law. Non-compliance with these reporting requirements is subject to potential civil liability according to CWC Section 13268.

These reporting requirements are necessary to ensure proper compliance with your waste discharge requirements and to collect needed information regarding discharges of sewage or other waste that could affect the quality of waters of the state. As the owner of a POTW, your agency is responsible for providing this information pursuant to Water Code sections 13267 and 13383.

WHAT IS A SPILL?

A spill is any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into surface waters or drainage channels that is not permitted or authorized by a regulatory agency. (A spill includes an unauthorized discharge to land that poses a public health threat.)

WHAT IS THE REQUIRED REPORTING?

In accordance with the requirements of Health and Safety Code section 5411.5, the discharger shall provide notification to the local health officer or the director of environmental health with jurisdiction over the affected water body of any unauthorized release of sewage or other waste that causes, or probably will cause, a discharge to any waters of the state.

In accordance with the requirements of Water Code section 13271, the discharger shall provide notification to the Office of Emergency Services of the release of reportable amounts of hazardous substances or sewage that causes, or probably will cause, a discharge to any waters of the state. The California Code of Regulations, Title 23, section 2250, defines a reportable amount of sewage as being 1,000 gallons. The phone number for reporting these releases to the Office of Emergency Services is (800) 852-7550.

POTWs that experience a spill must follow the reporting procedures listed below:

1. NOTIFICATION

Within **two (2) hours** after becoming aware of a spill, you must notify by telephone the Office of Emergency Services (OES) at (800) 852-7550, the local health department, and your Regional Water Board office at (760) 346-7491. The OES will provide you with a control number for further reference of the subject spill. If the telephone report is made to the Regional Water Board office after normal business hours, leave a message regarding the spill. OES will make any necessary after-hours contact with Regional Water Board staff.

At a minimum, the following information shall be provided to the Regional Water Board:

- (a) The location, date, and time of the release.
- (b) The water body that received or will receive the discharge.
- (c) An estimate of the amount of sewage or other waste released and the amount that reached a surface water at the time of notification.
- (d) If ongoing, the estimated flow rate of the release at the time of the notification.
- (e) The name, organization, phone number and email address of the reporting representative.

2. CERTIFICATION

As soon as possible, but not later than twenty four (24) hours after becoming aware of an unauthorized discharge of sewage or other waste from its wastewater treatment plant to a water of the state, the discharger shall submit a statement to the Regional Water Quality Control Board by email at spillreportRX@waterboards.ca.gov . If the discharge is 1,000 gallons or more, this statement shall certify that the State Office of Emergency Services has been notified of the discharge in accordance with Water Code section 13271. The statement shall also certify that the local health officer or director of environmental health with jurisdiction over the affected water bodies has been notified of the discharge in accordance with Health and Safety Code section 5411.5. The statement shall also include at a minimum the following information:

- (a) Agency, NPDES No., Order No., if applicable.
- (b) The location, date, and time of the discharge.
- (c) The water body that received the discharge.
- (d) A description of the level of treatment of the sewage or other waste discharged.
- (e) An initial estimate of the amount of sewage or other waste released and the amount that reached a surface water.
- (f) The Office of Emergency Services control number and the date and time that notification of the incident was provided to the Office of Emergency Services.
- (g) The name of the local health officer or director of environmental health representative notified (if contacted directly); the date and time of notification; and the method of notification (e.g., phone, fax, email)."

Should there be any conflict between the existing reporting requirements contained in the Monitoring and Reporting Program (MRP) or corresponding orders and this modification, the modification will prevail. All other provisions of your MRP remain in full force and effect.

3. REPORTING

Within five (5) business days, you must submit a written report to the Regional Water Board office documenting the above information. Your report must also include any additional details gathered and copies of reports submitted to other agencies.

Enclosure 1



Linda S. Adams
Secretary for
Environmental Protection

California Regional Water Quality Control Board Colorado River Basin Region

73-720 Fred Waring Drive, Suite 100, Palm Desert, California 92260
(760) 346-7491 • Fax (760) 341-6820
<http://www.waterboards.ca.gov/coloradoriver>



Arnold Schwarzenegger
Governor

SPILL REPORTING FACT SHEET

To be posted at facility

WHEN A SPILL OCCURS YOU MUST FOLLOW THE MANDATORY PROCEDURES IN THE TABLE BELOW:

What is a spill? A spill is any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into surface waters or drainage channels that is not permitted or authorized by a regulatory agency. (A spill includes an unauthorized discharge to land that poses a public health threat.) Be on the safe side, **REPORT IT!**

Required Communication	Agency to Contact (all are required)	Time Requirements	Contact Method
1. Notification	Office of Emergency Services (OES)	As soon as possible, but not later than 2 hours after becoming aware of the unauthorized discharge.	Telephone – (800) 852-7550 (obtain a control number from OES)
	Local Health Department (LHD)	As soon as possible, but not later than 2 hours after becoming aware of the unauthorized discharge.	Telephone (call city or county environmental Health Department) Fill in your local health Department phone #s () - () -
	Regional Water Board	As soon as possible, but not later than 2 hours after becoming aware of the unauthorized discharge.	Telephone (760) 346-7491
2. Certification	Regional Water Board	As soon as possible, but not later than 24 hours after becoming aware of the unauthorized discharge.	Telephone – (760) 346-7491 (be prepared to provide detailed information) ¹
3. Reporting	Regional Water Board	Within 5 business days , submit written report.	Mail or Hand Delivery

¹ See **Spill Reporting Procedures** document (Enclosure 1).

Enclosure 2

SPILL REPORTING CERTIFICATION FORM

Mandatory Due Date: January 30, 2009

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THE PROCEDURES AND REQUIREMENTS FOR REPORTING SPILLS AND OTHER UNAUTHORIZED DISCHARGES FROM MUNICIPAL WASTEWATER TREATMENT PLANTS AND AGREES TO IMPLEMENT THE PROCEDURES AS DIRECTED.

The Colorado River Basin Regional Water Quality Control Board (Regional Water Board) has provided mandatory Spill Reporting Requirements for ALL publicly owned treatment works with National Pollutant Discharge Elimination System (NPDES) Permits or Waste Discharge Requirements, pursuant to California Water Code (CWC) Section 13267 and 13383.

I, as a responsible representative, certify that (1) the Spill Reporting Procedures will be implemented, (2) the Spill Reporting Fact Sheet will be posted at the facility in highly visible locations, and (3) all necessary personnel will be trained on the reporting procedures and will understand what to do in case of a spill or other unauthorized discharge.

SIGNATURE

NAME

DATE

TITLE

NPDES Permit No./WDR Order No.
FOR EACH POTWs

DISCHARGER

FACILITY NAME (FOR EACH FACILITY)

Mail to:
Colorado River Basin Region
73-720 Fred Waring Drive, Suite 100
Palm Desert, CA 92260
Attention: Doug Wylie

or Fax by January 30, 2009 to:
(760) 341-6820

City of Banning 99 E. Ramsey Street Banning, CA 92220	Big Bear Area Region WW Agency P.O. Box 517 Big Bear City, CA 92314	City of Blythe 440 S. Main Street Blythe, CA 92225
City of Brawley 400 Main Street Brawley, CA 92227	CA Dept of Corrections – Centinela PO Box 731 Imperial, CA 92251-0731	CA Dept of Corrections – Calipatria P.O. Box 5001 Calipatria, CA 92233
CA Dept of Corrections – Chuckawalla PO Box 2289 Blythe, CA 92225	City of Calexico 608 Heber Avenue Calexico, CA 92231	City of Calipatria 125 North Park Avenue Calipatria, CA 92233
City of Calipatria 125 North Park Avenue Calipatria, CA 92233	Coachella Valley Water District P.O. Box 1058 Coachella, CA 92236	Coachella Valley Water District P.O. Box 1058 Coachella, CA 92236
Coachella Valley Water District P.O. Box 1058 Coachella, CA 92236	Coachella Valley Water District P.O. Box 1058 Coachella, CA 92236	City of Coachella 1515 Sixth Street Coachella, CA 92236
Desert Water Agency P.O. Box 1710 Palm Springs, CA 92263-1710	City of El Centro 1275 Main Street El Centro, CA 92243	Heber PUD 1058 Ingram St. Heber, CA 92249
City of Holtville 121 W. Fifth Street Holtville, CA 92250	Imperial Comm. College District PO Box 158 Imperial, CA 92251	City of Imperial 420 S. Imperial Avenue Imperial, CA 92251
McCabe USD 701 W. McCabe Road El Centro, CA 92243	Mission Springs Water District 66575 Second Street Desert Hot Springs, CA 92240	Mission Springs Water District 66575 Second Street Desert Hot Springs, CA 92240
City of Needles 817 Third Street Needles, CA 92363	USMC NREA Directorate P.O. Box 788110 Twentynine Palms, CA 92278	City of Palm Springs P.O. Box 2743 Palm Springs, CA 92263
County of Riverside Riverside Cnty Service Area #51 PO Box 316 Desert Center, CA 92239	County of Riverside Riverside Cnty Service Area #62 3525 14th Street Riverside, CA 92501	Salton Comm. Services District P.O. Box 5268 Salton City, CA 92275

Salton Comm. Services District P.O. Box 5268 Salton City, CA 92275	County of San Bernardino County Regional Parks 777 E. Rialto Avenue San Bernardino, CA 92415-0763	US Naval Air Facility Building 504, Public Works El Centro, CA 92243
Valley Sanitary District 45500 Van Buren Street Indio, CA 92201	City of Westmorland PO Box 699 Westmorland, CA 92281	Coachella Sanitary District 1515 Sixth Street Coachella, CA 92236
Niland Sanitary District PO Box 40 Niland, CA 92257	Seeley County Water District PO Box 161 Seeley, CA 92273	Twentynine Palms Water District 72401 Hatch Road Twentynine Palms, CA 92277